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DDA 85-0060/50
20 December 1985

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 20 December 1985

DDI/000-18
FILE

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

a. Supplemental retirement legislation will not be passed this year but will be the focus of attention early in 1986. As such, Congress is considering legislation to extend the current interim provisions covering employees hired since 1 January 1984. The extension is expected to be through 30 April 1986, by which time Congress intends to have the supplemental issue resolved. Under the proposed extension, employees hired since 1 January 1984 will continue to be covered by both Social Security and the current Civil Service Retirement System. They also would continue to contribute fully to Social Security/Medicare (7.15% in 1986) and a reduced amount to the retirement fund (1.3%) for a total of 8.45% in 1986 (up from 8.35% in 1985). Congressional action is expected this week.

b. As of 14 December, the Office of Personnel (OP) was processing insurance claims received 3 December, which constitutes a nine-workday backlog. With the help of Mutual adjudicators, a tremendous amount of overtime, and voluntary extra hours, the backlog has been reduced from six weeks in September to the two-week period which was their goal.

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d. Six different offices and eight Agency officials had a very successful recruiting trip to Rutgers University where over 100 students with varying degrees signed up for the Agency presentation and interviews. While the interviews were going on, approximately 30 students protested the CIA's presence on campus. The campus police and Rutgers Career Planning Office personnel did an excellent job of controlling the situation.

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f. On 14 December, the Security Education Group conducted a seminar for Agency dependents and spouses recently hired for the Special Security Escort Program. The 132 new Special Escorts were provided with safety instructions and information on after-hours inspections.

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j. The Introduction to CIA (ITCIA) Course was conducted from 9 - 13 December for 31 participants. A new segment to the ITCIA Course was "Counterintelligence: Individual Vulnerability" presented by an OTE instructor who also chairs the Agency task force on personal vulnerability training. It was very well received and stems from the increased awareness of the individual employee's vulnerability. This running of the ITCIA was the first out of the Career Trainee (CT) Division.

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1. The ninth increment of the Office of Strategic Services records, consisting of 92 cubic feet, has been transferred to the National Archives and Records Administration (NARA). This collection includes material on operations in Europe, miscellaneous records from Washington and field offices, and records relating to operations in the Mediterranean and Burma. The total volume transferred to NARA is now 1,326 cubic feet.

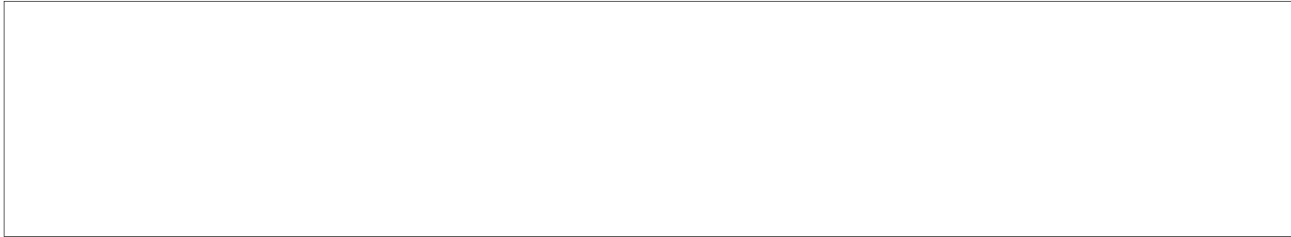
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n. The COMIREX Automated Management System (CAMS) Quarterly Review was held this week. OIT briefed the Chairman of COMIREX and staff members on the status of the Processing Segment efforts. No problems, issues, or concerns were identified and the Chairman of COMIREX indicated that he was very pleased with the CAMS program performance.

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p. The first phase of the Technology Transfer Assessment Center (TTAC) database upgrade effort for the Office of Scientific and Weapons Research (OSWR) has been completed. User training, acceptance testing and the final database conversion were completed this week and the customer has expressed very high satisfaction with the system so far. The objective of the upgrade was to improve OSWR's TTAC capability to provide intelligence information and analysis to Agency and Intelligence Community organizations on the transfer of U.S. technology to the Soviet Bloc. Because the existing system had no on-line update and had very cumbersome data correction procedures, data had become contaminated due to different spellings. The data conversion effort highlighted these inconsistencies. The new system provides software tools for easy data cleanup as well as an on-line update capability. The new system also features a powerful search capability using phonetic spelling.

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q. The 3090 Computer (SIERRA) has been installed in the Northside Center and is scheduled to be operational on 6 January. The Directorate of Intelligence users currently in the [redacted] Center are scheduled to be moved to this computer in Northside on 11 January.

r. A complete and fully operational set of communications equipment that is the same as field installations and contractor sites, was installed in OIT's technical shop. This equipment will be used for training and demonstration purposes and, if necessary, can be deployed intact to the field to meet any emergency requirements.

s. Allied Eastern Maintenance Corporation will begin the installation of microprocessor overlays and electronic door detectors on the 16 passenger elevators in the Headquarters Building during the first week of January. The Office of Logistics advises that these overlays and processors will improve the response time and provide for an emergency recall on elevators five and six in the "Red" elevator bank. Each elevator, one at a time, will be out of service for up to ten days to switch controls and conduct tests. The DCI elevator will not be affected by this work.

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t. The Allied Tiger Team, a crew of skilled laborers, i.e., carpenters, masons, etc., and appropriately cleared by the Office of Security to support Agency projects overseas, completed their first renovation project [redacted] on 13 December for the Office of Communications.

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u. The New Building Project Office/OL, contacted the Federal Highway Administration on 16 December regarding the status of the George Washington Memorial Parkway acceleration lane project. All of the new curbing is in place and some roadway surface preparation has been completed. Cold weather, however, has now become a factor. The contractor was not able to get the necessary asphaltting done during last week's warmer weather and is faced with not being able to asphalt unless the surface temperature is 35 degrees Fahrenheit and rising. Asphaltting is planned for 18 December, weather permitting. Although the project may not be completed by the 20 December extended deadline, it will be done as soon as conditions permit and will not go unfinished through the winter months.

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w. The Office of Finance and OIT are printing W-2's for employees on the Biweekly Pay System. The end of pay-year reports have been balanced and W-2's issuance to employees can be expected for distribution early in 1986.

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